

## **DIVISION 5 RECREATION AND CULTURE BOARD GRANT PROGRAM**

### **GRANT APPLICATIONS**

To assist in the allocation of funding and to assure each application receives proper consideration, it is suggested that your proposal be submitted as follows:

1. Complete the attached Grant Application Form.
2. Attach sufficient information and detail to this proposal to enable proper evaluation. This is not limited to, but should include:
  - a. Detailed description of the project.
  - b. Evidence as to the capability of the organization to undertake this project, i.e. previous community service, some accomplishments, etc.
  - c. Financial stability or capability must be evidenced, i.e. copy of previous year's financial statements, current budget, etc.
  - d. Consumer and Corporate Affairs certificate number, if applicable.
3. This information should be submitted to the Division 5 Recreation and Culture Board, Box 114, Spruce View, Ab., T0M 1V0 by January 31 each year.
4. Our review meeting will be held mid-February each year.
5. **YOU MUST PRESENT YOUR PROPOSAL IN PERSON**. You will be contacted regarding your presentation time slot (10 minutes).

### **ACCOUNTING**

Funding for the current year will only be considered if an Accounting Form and applicable receipts have been submitted for funds received the previous year. If you have not completed the project or it has been delayed, please provide an explanation of this in writing.

If you have any questions, please contact your community representative, or call 403-728-3930 or e-mail [arnjean@telus.net](mailto:arnjean@telus.net).

**PLEASE NOTE** – Current County Council guidelines have been extended the funding to cover activities for those of all ages in the areas of culture and recreation. Our budget will be approximately \$31,000.